Quick Reference Guide

State of Oklahoma
Board of Medical Licensure and Supervision

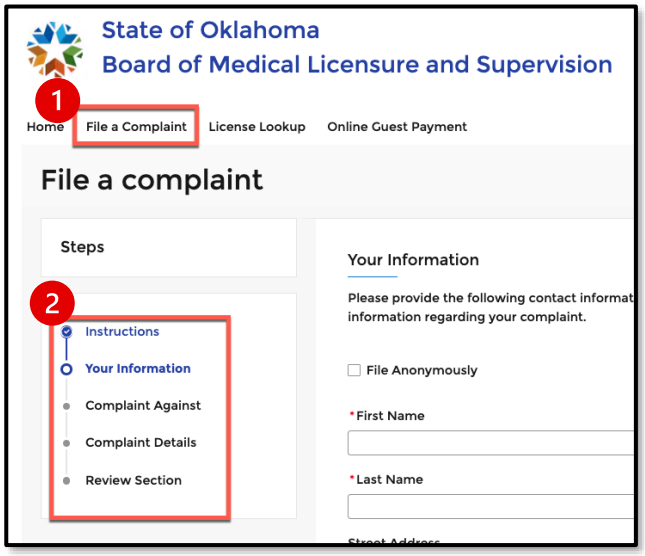
How to File a Complaint in the New Licensing Portal

There are **two ways** to file a complaint: through **File a Complaint** or through **License Lookup**.

File a Complaint

1. On the public portal home page, open the **File a Complaint** tab.

2. Review the **Instructions** and click **Next**. Fill out the complaint form, answering all questions as completely as possible.

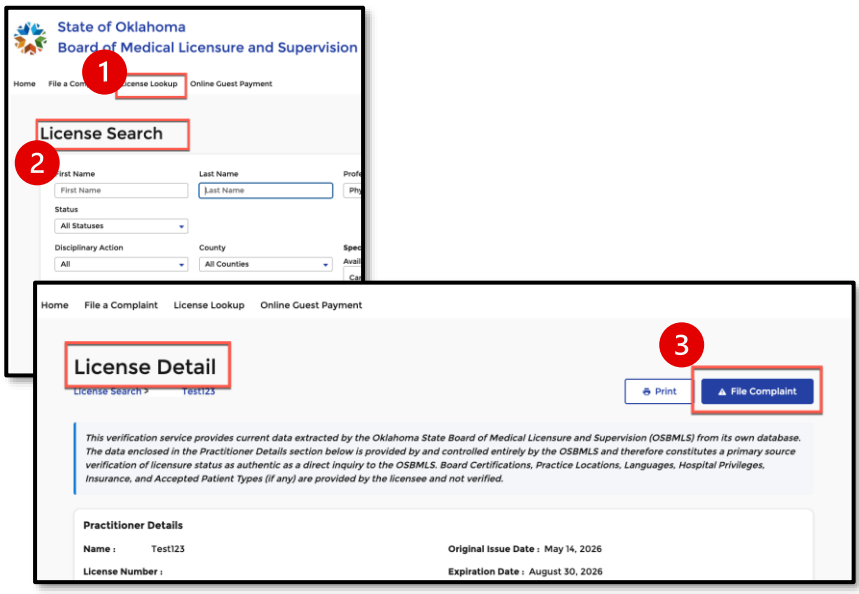


License Lookup

1. On the public portal home page, open the **License Lookup** tab.

2. **Search** by Name, Profession, or License Number. Select a **Licensee** record.

3. Review and confirm **License Detail**, click **File Complaint**, and follow the prompts.



***Tip:** The **License Lookup** route automatically links the complaint to the professional, so you won't need to enter those details yourself.*